

## Board of Education Public Meeting Minutes

Wednesday, October 23, 2024 – 7:00 pm  
1<sup>st</sup> Floor Boardroom and via Zoom

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**Present:**

Chairperson	H. Larson
Vice Chairperson	K. Hamaguchi
Trustee	R. Belleza
Trustee	D. Sargent
Trustee	D. Tablotney
Trustee	A. Wong
Trustee	D. Yang
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Superintendent	C. Brautigam
Assistant Superintendent	R. Laing
Assistant Superintendent	M. Naser
Assistant Superintendent	B. Thompson
Executive Director, Human Resources	T. Major
Director, Communications & Marketing	D. Sadler
Executive Assistant (Recording Secretary)	T. Lee

The Chairperson called the meeting to order at 7:05 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmiñəm language group on whose traditional and unceded territories we teach, learn and live.

### 1. Recognition of Visitors, Announcements, Trustees' Updates

#### (a) Recognition of Visitors

Nil.

#### (b) Announcements

**Trustee Wong:** On November 5, 2024, the Richmond School District recognizes the efforts and contributions made by its support staff throughout the year. More than one thousand support staff roles operate within our district, and all of these individuals play an important role in the success of our school system.

Your dedication and commitment to supporting our school communities, whether working behind the scenes or directly with students, are essential to the success of our schools.

On behalf of the Board of Education, I would like to express my gratitude to all of our support staff who help to make the Richmond School District the best place to learn and lead. Thank you for your tireless efforts and for being the backbone of our school district. Your contributions are deeply appreciated, and we are grateful for everything you do.

**Trustee Tablotney:** Every year on November 11, Canadians pause in a silent moment of remembrance, reflecting on the sacrifices of those who have served and continue to serve our country, both at home and abroad. These individuals play a pivotal role in safeguarding our peace and freedom, enabling us to lead the lives we cherish today.

In recognition of our efforts as a district to commit to truth and reconciliation, we also shine a spotlight on the invaluable role of the First Nations, Métis, and Inuit people of Canada, who have a long and proud history of military service to our country. As many as 12,000 Indigenous Canadians demonstrated immense courage and made significant sacrifices during two World Wars and the Korean War.

This Remembrance Day, we extend our heartfelt appreciation to the memory and diverse contributions of all our veterans.

(c) **Any materials not included in packages available to the public**

The Secretary Treasurer noted all materials had been made available to the public on the district website.

**2. Adoption of Agenda**

Trustee Yang requested to add “Response Letter from the Minister of Immigration, Refugees and Citizenship Canada” to the agenda as item 12 (b).

**146/2024 MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:**

**THAT** the Wednesday, October 23, 2024 regular agenda of the Board of Education be adopted as amended.

**CARRIED**

**3. Presentations, Briefs, Special Recognition**

(a) **Presentations**

Nil

(b) **Briefs**

Nil.

(c) **Special Recognition**

Nil.

**4. Questions from the Public**

There were no questions from the public.

**5. Executive**

The Superintendent shared the following highlights:

- Engaged in school visits, interacting with staff, students, parents, and community members;
- Recognized the dedication of teachers and support staff in creating dynamic learning environments;
- Observed effective collaboration between educators and support staff focused on student learning and well-being;
- Discussed the next iteration of the strategic plan to ensure every student feels valued and included; and
- Noted the impact of technology and AI on teaching and learning.

Assistant Superintendent Brautigam then introduced students from Steveston-London Secondary School, who presented on equity and inclusivity in secondary school. Aligned with Strategic Priority 2, the students defined equity and discussed its importance within the school's values and practices. They showed two short videos on the Social Emotional Learning Focused program, Indigenous principles, and their equity mural project.

Trustees expressed their gratitude to the students for their presentation and their efforts in promoting equity and inclusion. The students then responded to various questions from the trustees about their presentation.

**6. Approval of Minutes of Prior Meetings**

- (a) A record of an in-camera meeting of the board held Wednesday, September 25, 2024 was included for information.
- (b) Regular meeting of the board held Wednesday, September 25, 2024

**147/2024 MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:**

**THAT** the Board of Education approve the Minutes of Wednesday, September 25, 2024, regular meeting as circulated.

**CARRIED**

**7. Business Arising from Prior Minutes**

- (a) **Fall 2024 Enrolment Update**

The Secretary Treasurer spoke to her report as included in the agenda package. Trustees expressed their appreciation for the report. She then addressed trustees' questions regarding the following topics:

- Decline in enrolment in the Alternate Program;
- Number of Adult Education students;
- Source of funding for staffing related to increased enrollment; and
- Impact of the budget due to the decrease in projected enrolment of international students.

(b) **Richmond International Education (RIE) Annual Update**

The Director, Richmond International Education spoke to his report as included in the agenda package. He then invited two students, from Japan and Brazil, to share their experiences in Richmond schools.

Trustees expressed their gratitude to the RIE staff for their work with the program and thanked the students for sharing their experiences.

The Director, Richmond International Education then responded to trustees' questions including:

- Mitigations for potential risks in the RIE program;
- Effect of enrollment on staffing levels and available seats in schools;
- Advocacy support for the program;
- Impact of government policies on international student study permits;
- Interculturalism Fund;
- Wakayama Sister School program;
- Short-term group programs; and
- Fees for optional field trips.

**8. New Business**

Nil.

**9. Questions from the Public**

The President, Richmond Teachers' Association raised concerns about ongoing challenges related to enrolment growth, particularly regarding space and staffing issues. While acknowledging positive enrolment trends, she emphasized the need for continued efforts in recruitment and retention. She also requested ideas for new advocacy strategies and continued collaboration with the Board.

*The Chairperson called for a recess at 8:55 pm due to network issues, with the meeting to reconvene once the network was restored. The Public Board meeting reconvened at 9:06 pm.*

**10. Standing Committee Reports**

(a) **Audit Committee**

*Chairperson: David Yang*

*Vice Chairperson: Alice Wong*

The next meeting is scheduled for Tuesday, January 7, 2025.

(b) **Education Committee**

*Chairperson: Heather Larson*

*Vice Chairperson: David Yang*

- (i) Minutes of the meeting held on September 18, 2024, were attached for information.

A meeting was held on Wednesday, October 16, 2024. The next meeting is scheduled for Wednesday, November 13, 2024, at 6:00 pm.

(c) **Facilities and Building Committee**

*Chairperson: Ken Hamaguchi*

*Vice Chairperson: Debbie Tablotney*

- (i) Minutes of the meeting held on September 4, 2024, were attached for information.

A meeting was held on Wednesday, October 2, 2024. The next meeting is scheduled for Wednesday, November 6, 2024, at 4:30 pm.

(d) **Finance and Legal Committee**

*Chairperson: Donna Sargent*

*Vice Chairperson: Ken Hamaguchi*

- (i) **RECOMMENDATION:** Trustees Expenses for the Three Months ended September 30, 2024.

**148/2024      MOVED BY D. SARGENT AND SECONDED BY R. BELLEZA:**

**WHEREAS** the Board of Education of School District No. 38 is paying for expenses incurred by the Trustees in the discharge of their duties,

**BE IT RESOLVED** that in accordance with the *School Act*, the Board of Education of School District No. 38 approves Trustees' expenses paid during the three-month period ended September 30, 2024, in the amount of \$1,263.60.

**CARRIED**

- (ii) Minutes of the meeting held on September 18, 2024, were attached for information.

A meeting was held on Wednesday, October 16, 2024. The next meeting is scheduled for Wednesday, November 13, 2024, at 10:00 am.

- (e) **Policy Committee**  
*Chairperson: Debbie Tablotney*  
*Vice Chairperson: David Yang*

- (i) **RECOMMENDATION:** Policy 203-R and 203-G: Trustee Stipend and Expenses

The Committee Chairperson spoke to the report as included in the agenda package.

**149/2024      MOVED BY D. TABLOTNEY AND SECONDED BY D. YANG:**

**THAT** the Board of Education approve revised **Policy 203-R and 203-G: Trustee Stipend and Expenses**, in accordance with Board Policy 204: *Creation and Revision of Policy and Regulations*.

**CARRIED**

- (ii) **RECOMMENDATION:** Policy 400-R5: Smoking and Alcohol Consumption and Policy 804.1-R: Community Use of District Facilities

The Committee Chairperson spoke to the report as included in the agenda package.

**150/2024      MOVED BY D. TABLOTNEY AND SECONDED BY A. WONG:**

**THAT** the Board of Education approve revised **Policy 400-R5: Smoking and Alcohol Consumption and Policy 804.1-R: Community Use of District Facilities**, in accordance with Board Policy 204: *Creation and Revision of Policy and Regulations*.

Discussion ensued regarding the decision to include vaping due to its increasing prevalence. Following discussion, trustees voted on the motion.

**CARRIED**

- (iii) Minutes of the meeting held on September 16, 2024, were attached for information.

A meeting was held on Tuesday, October 15, 2024. The next meeting is scheduled for Tuesday, November 12, 2024, at 11:00 am.

## **11. Board Committee and Representative Reports**

- (a) **Council/Board Liaison Committee**

The next meeting is scheduled for Wednesday, November 6, 2024, at 9:30 am.

- (b) **BCSTA**

Trustee Yang noted Provincial Council meeting will be held on October 25-26, 2024 and provided a brief overview of the meeting.

(c) **BCPSEA**

Trustee Tablotney noted she will be attending the BCPSEA Symposium on November 7-8, 2024, focusing on “Insight and Opportunities, Human Resources in Education.”

**12. Correspondence**

(a) For action:

Nil.

(b) For information:

Response Letter from the Minister of Immigration, Refugees and Citizenship Canada

Trustee Yang provided background on the response letter related to the advocacy letter sent to Members of Parliament in June 2023 regarding the funding model for the Settlement Workers in Schools program.

**13. Adjournment**

**151/2024 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:**

**THAT** the regular meeting of Wednesday, October 23, 2024 of the Board of Education be adjourned at 9:20 pm.

**CARRIED**

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H. LARSON  
Chairperson

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C. WANG  
Secretary Treasurer